



Day Camp Information – Summer 2019

Camp Cell Phone (619) 572-6911, Santee Teen Center (619) 258-4191, Office (619) 258-4100 x222

Recreation Program Coordinator, James Northum (619) 258-4100 ext.120, E-mail: jnorthum@cityofsantee.ca.gov

Welcome to Santee Day Camp. Campers will have the opportunity to be creative, play fairly, enjoy the outdoors, feel proud and create memories. The following information is to ensure that you and your camper have a rewarding experience. Please feel free to discuss any questions or concerns you may have with the Camp Staff or Recreation Program Coordinator.

NEED TO KNOW:

- ★ A weekly "NEED TO KNOW" information sheet will be available the Friday prior to each camp week at the camp location, posted on the Recreation website SanteeRec.com as well as Monday at drop-off time. It explains daily items needed, field trip information, scheduled swim days and special activity information. Off-site activities **will not occur on Mondays (or the first day of camp)**. If camper is registered for a partial week, please confirm drop off/pick up locations on the weekly "NEED TO KNOW"
- ★ There are many all-camp play opportunities daily and throughout the week. Placement of campers with their friend(s) in their assigned group is not guaranteed.

MEDICATIONS & SPECIAL NEEDS:

- ★ If a camper requires medication during camp hours, parents/guardians are required to complete a **Release and Waiver of Liability for Administering Medications**. Form is available from Community Services at (619) 258-4100 ext. 222 or visit SanteeRec.com
- ★ The City of Santee is proud to be affiliated with KIT - Kids Included Together, Inc. Please contact the Recreation Coordinator at (619) 258-4100 ext.120; three (3) weeks prior to camp enrollment date if your camper requires accommodations due to a disability, medical condition, social/emotional or behavioral issue.

LUNCH & FOOD:

- ★ **ALL CAMPERS MUST BRING A LUNCH, SNACK AND WATER BOTTLE EACH DAY.** Drinking fountains are available for refills.
- ★ On certain camp days, a special lunch will be provided. Details regarding the day and menu will be provided on the weekly "NEED TO KNOW."
- ★ Healthy food and drink options are encouraged at camp (e.g. lower sugar, non-caffeinated, "smart choice" items). Special camp treats (e.g. soda occasionally provided with special lunches, dessert/treat items) will be limited and portion-controlled.
- ★ The vending machine located at the Teen Center will be off-limits to day campers at all times.

WHAT TO BRING & ATTIRE:

- ★ **ALL CAMPERS MUST BRING WATER BOTTLE, SUNSCREEN, LUNCH AND SNACK EACH DAY.**
- ★ City of Santee is not responsible for lost/stolen/damaged items or money campers bring. Please do not allow campers to bring unnecessary/valuable items to camp (e.g. toys, jewelry, electronics).
- ★ Label all items and bring everything in one bag.
- ★ The majority of each day will be spent outside (weather permitting). **Apply sunscreen daily prior to camp** and send extra sunscreen daily. Reapplication of sunscreen will be highly encouraged by camp staff, but is the responsibility of the camper. Hats are also encouraged for sun protection.
- ★ Campers must wear appropriate clothing (i.e. casual clothes and closed-toed shoes.) Santee School District Dress and Grooming policy is used as a guideline for camp attire. Clothing must be free of writing and insignias that are crude, vulgar, profane or sexually suggestive; promote drug, alcohol, tobacco or gangs; advocate death, violence/blood, racial, ethnic or religious prejudice. Clothes must be sufficient to conceal undergarments (i.e. bra straps, boxer shorts) at all times.
- ★ Open-toed shoes, sandals, flip-flops and Heelys (shoes with wheels) are not permitted on regular camp days. Flip-flops or water shoes may be worn on water activity days, but campers should also bring a pair of closed-toed play shoes on those days. Camp T-shirts are required on field trip days. One T-shirt is provided per camper per summer. If a camper does not have a camp shirt on the morning of the field trip, one will be loaned to the camper for the day. Camp T-shirts must be worn during all water-related field trips and they will get wet. Please send an extra dry shirt on these days.
- ★ If your child brings a loaner shirt home please return it as soon as possible.

CELL PHONE & ELECTRONIC DEVICES:

- ★ City of Santee is not responsible for lost/stolen/damaged items. For safety and security issues, electronic devices (e.g. cell phones, DS, Kindle, MP3 players/iPods) will not be permitted at Day Camp.
- ★ **Cell phones are not encouraged at camp**, we are not responsible for lost, stolen and damaged phones. Use will be limited to phone calls and text (no music, games or Web access) and is only allowed at staff discretion and specific

times and locations throughout the day. Field trip day use will be allowed at a specified time upon return from the trip. Use outside of the specified time is prohibited unless pre-approved by supervisory staff. Camp staff is not responsible for lost/stolen/damage of any items. If an unauthorized electronic device is brought to camp or cell phone is misused, the camp staff will keep the device and it will be returned to the parent/guardian upon camper checkout.

DROPOFF/PICKUP PROCEDURES:

- ★ Parent/guardian or other designated persons are required to sign in/out each camper daily. Picture ID may be required. Prior written permission is required for campers who are allowed to sign themselves and siblings in/out of camp.
- ★ If camper is going to be absent or later than 9:00 am please call the camp cell phone to reach lead staff on site at (619) 572-6911.
- ★ ALL sign-in/out locations and any possible unique pickup and drop-off times throughout the week are specified on the weekly "NEED TO KNOW."
- ★ **There is no alternative camp option/supervision if camper is dropped off at the wrong location.**
- ★ On most days and ALL Mondays, sign in is at the Santee Teen Center at Big Rock Park (8115 Arlette).
- ★ **Sign out locations vary** – please see the weekly "NEED TO KNOW"
- ★ Campers may be signed in at 7:00 am and must be picked up by 6:00 pm. Camp activity hours are from 8:30 am – 3:00 pm, and staff supervised free play activities are from 7:00 - 8:30 am and 3:00 - 6:00 pm.
- ★ Late pickups after 6:00 pm will be charged \$1.00 per minute, time determined by the supervising staff.

FIELD TRIPS:

- ★ **There is no alternative camp options/supervision on field trip days or if camper misses the bus.**
- ★ Field trips are part of the weekly scheduled activities for most weeks. Bus transportation is provided.
- ★ Staff will carry the camp cell phone, (619) 572-6911 at all times to provide communication. Phone number is also listed on the weekly "NEED TO KNOW."
- ★ **SPECIAL NOTE:** Occasionally, field trip day hours may differ from the normal camp hours. This information will be provided on the weekly "NEED TO KNOW." Please read the field trip times of departure/return carefully. **Campers must arrive on time on field trip days, the bus leaves promptly.**

ILLNESS/INJURY PROCEDURES:

- ★ Emergency medical services will be called in the event of serious or life-threatening situations. Parents/Guardians and emergency contacts listed will be called until someone is contacted.
- ★ If a camper receives a minor injury, first aid will be provided and an ouch/accident report will be completed and given to parent/guardian to read and initial at pickup. Parent/Guardian will be contacted prior to pick-up if a head or above shoulders injury occurs (even if minor) or if necessary.
- ★ Illness policy: Campers experiencing fever, vomiting, diarrhea or other contagious illnesses must be symptom-free without aid of medication for 24 hours prior to returning to camp. Campers exhibiting these symptoms at camp must be picked up by parent/guardian within one hour after notification and may not return to camp until symptom-free without aid of medication for 24 hours. .

BEHAVIOR GUIDELINES:

- ★ **RULES:** The following are general rules that identify expectations and standards of behavior that campers need to follow to ensure a safe and positive experience for all.
 - I will treat myself with respect.
 - I will treat the City of Santee Staff with respect.
 - I will treat other participants with respect.
 - I will keep my hands, feet and other objects to myself.
 - I will treat others and their possessions with respect.
 - I will be honest and trustworthy during my participation in the activities.
 - I know that I will be accountable for my actions and the consequences thereafter.
- ★ **CONSEQUENCES:** If standards of behavior are not met, a course of action will be enforced through a series of consequences. The following is used to correct inappropriate behavior displayed at camp. Consequences are determined by severity of inappropriate behavior. Any action/behavior that endangers campers and/or staff will result in immediate removal from camp and contact with parent/guardian and appropriate authority, if necessary.
 - Verbal warning.
 - Removal of privilege from participating in the activity.
 - Removal of privilege and behavior report will be completed and given to parent.
 - Phone call to the parent will be made.
 - Behavior Contract will be issued and signed by camper and parent.
 - Removal from camp (temporary to permanent suspension pending behavior).

TRANSFER/CANCELLATION/CREDIT POLICY:

- ★ All requests must be in writing and submitted a minimum of seven days prior to the start of the originally registered camp (if applicable). A fee may apply.
- ★ Transfer/cancellation/credit requests, including those resulting from contagious illness and/or major injury, will be evaluated on a case-by-case basis.